

**VIRGINIA "GINNY" BROWN-WAITE**  
5TH DISTRICT, FLORIDA

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20 NORTH MAIN STREET  
ROOM 200  
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**Congress of the United  
States  
House of Representatives**

**VETERANS AFFAIRS**

SUBCOMMITTEES  
BENEFITS  
HEALTH

**BUDGET**

**FINANCIAL SERVICES**

SUBCOMMITTEES  
CAPITOL MARKETS, INSURANCE, AND  
GOVERNMENT SPONSORED ENTERPRISES

FINANCIAL INSTITUTIONS AND  
CONSUMER CREDIT

OVERSIGHT AND INVESTIGATIONS

**MEMORANDUM**

**TO: ALL STUDENTS INTERESTED IN SERVICE  
ACADEMY NOMINATIONS**

**FROM: CONGRESSWOMAN VIRGINIA "GINNY" BROWN-WAITE**

**RE: ACADEMY APPLICATION**

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It is time to start working toward your congressional nomination. In an effort to assist you, enclosed is an application with detailed procedures. I suggest you carefully read these procedures before completing the application.

If you have not registered for the SAT or ACT test, do so now. The Academy Selection Committee requires a minimum combined total score of 1000 (SAT) before an applicant can be considered for nomination. The deadline for completion of all files is October 15. If your file is not complete in our Brooksville office at that time, you will be automatically disqualified.

Enclosed is a list of the Academy addresses. If you have not contacted the Service Academies, you should write them today to request a precandidate questionnaire.

In the meantime, if you have any questions regarding nomination procedures, please contact my Brooksville office at 352/799-8354.

**CONGRESSWOMAN VIRGINIA “GINNY” BROWWN-WAITE**  
**5<sup>th</sup> CONGRESSIONAL DISTRICT**  
**SELECTION PROCEDURES FOR ACADEMY NOMINATION**

20 NORTH MAIN STREET, ROOM 200  
BROOKSVILLE, FL 34601  
PHONE: 352-799-8354

Those individuals wishing to apply for nomination to the U.S. Service Academies must be citizens of the United States, residents of the State of Florida and the 5th Congressional District, and must never have been married. Applicants for the U.S. Military Academy, Naval Academy and the Air Force Academy must be at least 17 years of age and less than 22 years of age.

Each Congressman may not have more than five midshipmen or cadets at each Academy at any one time. Therefore new applicants are considered only when a vacancy occurs in the quota through graduation or other causes. Acceptance of an appointment commits an applicant to a ten year obligation to the Service (four years at the Academy and six years on active duty).

Prospective applicants must establish contact with the Admissions Office at the Academy of their choice. Once this is accomplished, the Academy will open a file for the candidate and transmit general information on the Academy plus detailed admission requirements, including a Prospective Candidate Questionnaire. The Questionnaire provides sufficient preliminary information for the Academy to initiate a file.

Candidates seeking nomination through Congresswoman Brown-Waite are urged to begin filing basic required documents at the outset and to supplement the file as updated data becomes available. It is requested that the applicant not wait until near the deadline to file the application and related materials with the Congressional office. **IT IS THE RESPONSIBILITY OF THE APPLICANT TO FOLLOW THROUGH WILL ALL REQUIREMENTS.**

If you are a student in one of the Academy preparatory schools, it is still necessary for you to seek a Congressional Nomination.

Candidates making application to the Merchant Marine Academy must be at least 17 years of age and less than 25 years of age on July 1 of the year of admission. However, a waiver may be granted for veterans of the armed forces on the basis of one month for service up to the age of 24. Individuals desiring a nomination are urged to request an application from the Academy at the same time they seek nomination through Congresswoman Brown-Waite. The Congressman will submit up to 10 names for consideration each year to the Merchant Marine Academy.

The Coast Guard Academy does not use the Congressional nomination system. If you are interested in attending the Coast Guard Academy you must apply directly to the Academy. Congresswoman Brown-Waite's Academy Selection Committee will gladly assist any candidate interested in admission.

In order to be considered for the next class, the following information must be received in the Congressman's Brooksville office prior to October 15.

1. Completed application, including a recent photograph.
2. 350-600 word essay, in applicant's handwriting, on "Why I Desire to Attend the Academy"
3. At least two letters of recommendation from employers, coaches, teachers, clergy, etc. Do not use letters from family friends.
4. College Entrance Examination Scores, SAT or ACT (SAT preferred). These must be current. It is to your advantage to take these tests as often as possible. Your highest combined scores will be used. Direct that a copy of your scores be sent to the Congresswoman's Brooksville district office. Please use Testing Code Number **7325** for SAT, Testing Code Number **7325** for ACT.
5. High School Transcripts, which must include standing in class and grade point average. (Both of these must be in your file by the deadline.)

The deadline for the submission of all pertinent data will be October 15. It is very important that all material and data be sent directly to the Brooksville office. By sending materials to Washington, you will cause delays in maintaining your file.

After the October 15 deadline has passed, the Academy Selection Committee will meet to review all applications. The Committee will select qualified candidates on the basis of their SAT score, scholastic records, athletic and extracurricular activities. Final recommendations will be made by the Committee. Motivation, character and leadership abilities will also provide major elements in the final selection. The committee will select those most qualified to appear for personal interviews. The Committee will recommend to Congresswoman Brown-Waite up to 10 nominees for each appointment available at the respective Academies, but final selection for appointment will be made by the Academies. Each finalist will be notified as to the specific appointment time for a personal interview to be held in December. You will also be notified of the location, with driving instructions and a map.

Please retain these instructions for information purposes. If you have any questions, please contact Congresswoman Brown-Waite's office at 352/799-8354.

# APPLICATION FOR NOMINATION TO UNITED STATES SERVICE ACADEMIES

RETURN TO:                      Congresswoman Virginia "Ginny" Brown-Waite  
   20 North Main Street, Room 200  
   Brooksville, FL 34601

The following must be submitted before the deadline in order for your application to be processed:

1. Complete Application,
2. College entrance exam scores (SAT).
3. High School Transcript, including standing in class.
4. 350-600 word essay in applicant's handwriting on "Why I Desire to Attend a Military Academy"
5. At least two letters of recommendation from individuals other than family friends. Seek employers, coaches, teachers, clergy, etc.
6. Recent Photograph

You may, if you wish, apply for appointment to more than one of the Service Academies. The Academy Selection Committee however will give particular attention to your first selection. Please list below your choice of Academy, or Academies, in order of preference.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

.....

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
\_\_\_\_\_

E-mail Address: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

HIGH SCHOOL, COLLEGE. OR PREP SCHOOL INFORMATION: (circle one)

\_\_\_\_\_

Name

Address

\_\_\_\_\_

City, State

Telephone

Year of Graduation

PARENT INFORMATION:

Father: \_\_\_\_\_  
Address: \_\_\_\_\_  
Occupation: \_\_\_\_\_  
Work# \_\_\_\_\_

Mother: \_\_\_\_\_  
Address: \_\_\_\_\_  
Occupation: \_\_\_\_\_  
Work# \_\_\_\_\_

Has either parent served in the military? \_\_\_\_ No \_\_\_\_ Yes Which Branch? \_\_\_\_\_

Has either parent attended a Service Academy? \_\_\_\_ No \_\_\_\_ Yes

If yes, which and dates of enrollment? \_\_\_\_\_

Employment

Experience: \_\_\_\_\_

Have you applied for nomination from any other source? \_\_\_\_ No \_\_\_\_ Yes

If so, please list: \_\_\_\_\_

Do you have any medical problems which you feel might hinder your acceptance into the Service Academies? \_\_\_\_ No \_\_\_\_ Yes

If yes, give details \_\_\_\_\_

I have fully read and understood the requirements and procedures for appointment to the United States Service Academies by Congresswoman Ginny Brown-Waite, and do hereby apply for nomination with the full intention of serving as a career officer upon graduation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Please attach a recent photograph here:

APPLICATION FOR NOMINATION TO UNITED STATES SERVICE ACADEMIES

RETURN TO:                   Congresswoman Virginia “Ginny” Brown-Waite  
                                  20 North Main Street, Room 200  
                                  Brooksville, FL 34601

Name: \_\_\_\_\_

EXTRACURRICULAR ACTIVITIES

<u>YEAR</u>	<u>ORGANIZATION</u>	<u>POSITION</u>	<u>AWARDS</u>
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APPLICATION FOR NOMINATION TO UNITED STATES SERVICE ACADEMIES

RETURN TO:                   Congresswoman Virginia “Ginny” Brown-Waite  
                                  20 North Main Street, Room 200  
                                  Brooksville, FL 34601

Name: \_\_\_\_\_

ATHLETIC PARTICIPATION

<u>YEAR</u>	<u>ORGANIZATION</u>	<u>POSITION</u>	<u>AWARDS</u>
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